

# **Loudoun County EMS Advisory Council, Inc.**

## **Minutes**

**April 15, 2003**

The scheduled April meeting of the Loudoun County EMS Advisory Council, Inc. was held on Tuesday, April 15, 2003 at the Loudoun Hospital Center-Cornwall Campus, located on Cornwall Street, Leesburg, Virginia. Chairman Leo C. Kelly presided and called the meeting to order at 1930 hours. The following attendance was recorded during a roll call of member companies:

Co. 1	No	Co. 9	Yes	Co. 17	No
Co. 2	Yes	Co. 10	No	LCFR	Yes
Co. 3	Yes	Co. 11	Yes	LFAS	Yes
Co. 4	Yes	Co. 12	Yes	Lifeline	No
Co. 5	No	Co. 13	No	Pub. Health	No
Co. 6	Yes	Co. 14	Excused	LHC	No
Co. 7	No	Co. 15	Yes	OMD	Excused
Co. 8	Yes	Co. 16	No	LCSO	Excused

### **Public Comments:**

None

### **Delegate Comments**

Chairman Kelly stated that the county does hold an OEMS non-transport license and believe that LCFR should therefore have voting status on the EMS Council.

The Clark Deener Awards Banquet is scheduled for 5/15/03 at the Holiday Inn. Frankie Rust will be coordinating the invitations.

Former Deener winners will be gathering to vote for this years recipient. If you would like to recommend someone please notify a past recipient.

If you would like to nominate a BLS or ALS Instructor, who has shown exemplary performance, for the BLS/ALS instructor of the year, please advise Chairman Kelly or Linda Hale.

### **Minutes**

Copies of the March 18, 2003, meeting of the Loudoun County EMS Council, Inc. were distributed.

**A motion was made and seconded to accept the minutes as written. They're being no further discussion on the motion it passed unanimously.**

**Treasurer's Report:**

Allie Love provided the Treasurer's Report for the month of April.

Two-for-Life Account:	\$77,285.79
General Fund Acct.	21,444.10
Car Seat Account	1,430.96

Allie has a bill for \$1,211.80 for printing and mailing of the operation save a life brochure.

Allie will be opening a new account for operation safe-a-life donations. Currently there have been \$875.00 donated for this CPR project.

Question from floor regarding if the EMS Council funds car seats to be given out during installation(s). It is believed that Joy Brown (LCFR-Public Education Officer) does distribute new seats to the stations so that if a seat is found to be defective or recalled a new seat may be installed. She also supplies installers with noodles.

**Committee Reports:**

**ALS Committee**-Chairman Kelly reported:

- 1) No report for the April meeting as the meeting is scheduled for 4/21/03 (after the EMS council meeting.
- 2) Narcotics boxes are currently being installed in the units.
  - a) Keys are out to all ALS providers not on suspension due to semi-annual skills or on leave.
  - b) The narcotics boxes and re-keying has overrun its project budget by \$2,545. This was not unexpected. More locks and different locks (roll-up doors) than originally specified were required, the keys were not included since a number was not known, and the lock costs increased in the 1-year from the price quote to the installation.
  - c) The Velcro straps to hold the pouches inside the narcotics box when opened will be distributed. Spencers had believed that the boxes were deep enough that the straps would not be needed, but this is not the case.
  - d) There have been 2 sets of keys that were found to not work in the system. Please test your keys ASAP.
- 3) Neersville, Co. 16 has asked ST 1272 to turn in the ALS response vehicle. The vehicle will be down graded to a first responder unit. Chairman Kelly found it appalling that Co. 16 would ask for the only community ALS response vehicle to be placed out of service. Chairman Kelly asked Commissioner Doug Rambo to discuss options with the commission. Sheila Brendel, RS-12 made a motion to support the efforts to continue providing ALS care to the Neersville community. Motions passed with 1 abstention and 0 nays.

## **LCEMSC Minutes**

**April 15, 2003**

**Page 3**

- 4) Dual medical controls went into effect 4/8/03. The dividing line is Rivercreek parkway. A copy of the procedure has been issued to all stations and to any known email address of providers. Please advise chairman Kelly of any issues.
    - a) Please remember that your geographic location is the deciding factor for who is your medical control, not where you are transporting the patient
    - b) Also be aware that medical control will advise the provider of where they are to take the patient, not the provider.
    - c) When Cornwall re-routes a patient to Lansdowne the ER physician will contact the ER physician with patient information. The provider does not need to call Lansdowne once they have spoke to Cornwall.
  - 5) Per Chairman Kelly the head pharmacist is stating there is a national back order on lidocaine and D50. The pharmacy is looking into restocking the pyxis this coming weekend.
  - 6) Pyxis at Cornwall. LHC states that it is expensive to lease a pyxis. That there is not a pharmacy at Cornwall to supply the pyxis. And that for these reasons a pyxis has not been placed at the Cornwall ER for the rescue workers.
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- 1) **BLS Committee** – Captain Jose Salazar, BLS Committee gave a report of the BLS Committee.
  - 2) The Spring EMT-B class is underway and has reduced the number of students to 35.
  - 3) The BLS committee has recommended a new form for the release of the new BLS provider entering the system. Once the provider has finished the class (to include county final) and/or skill verification the form will be forwarded to the chief to make the final recommendation for AIC release, to the OMD.
  - 4) There was a concern that providers were being turned down for the HazMat Operations class and subsequently denied entry into FF I or EMT. This has been researched and according to BC Moline nobody has been denied entry into the April/May HazMat Operations Class. Some members were turned down in February but were not denied entry into FF I or EMT. They were instructed that they would need to take the next available class. Hopefully this will not be a future issue as more classes are being offered than in previous years.
  - 5) First Responder Training Advisory out for 5/6/03. The class will be held at the TC.
  - 6) CPR-HCP class will be held on 5/3/03 at the TC.
  - 7) Neersville Co-16 First Responder class is scheduled to begin 5/6. The class will test on 6/18 with the EMT and First Responder classes being taught at the training center. The class could not be started any earlier due to the scheduled state test date. The class did not wish to test in any other jurisdiction than Loudoun County.

**Loudoun Hospital Center-** not present

**LCEMSC Minutes**  
**April 15, 2003**  
**Page 4**

**NVEMSC** –Four-(4) sections from the EMS Rules and Regs (610, 620, 730 and 940) have been removed.

Medication and Skill Schedules are being reworked. Chairman Kelly anticipates that the State Medical Direction Committee will resubmit these works in the near future.

OEMS will now allow CT's to precept EMT-E students during class.

**Rescue Chiefs** – Georgia Gardner, Chair of the Chief's Committee reported:

Co. 4 is looking for suggestions for calling in staffing when there is only enough personnel for one piece of apparatus.

Mike Carter is asking for a list of ambulances with specialty equipment, i.e. 4 WD, inverter, etc.

The OMD signed agreement will be sent to the stations once it is prepared.

**Squad Truck and Standards Committee** – no report given.

**Peer Review** – The next meeting is scheduled for 4/17/03 @ RS-17. The committee has moved the date to Thurs. this month to work around a location scheduling conflict.

Peer Review is changing how business is conducted. The committee will no longer be sending out numerous notices on similar discrepancies. A countywide memorandum approved by Dr. Sabella will be issued stating what Peer review noticed for that past month. The desire is for all of us to learn from each other's mistakes and to help offset the negative connotations of Peer Review.

When Peer review does send an incident inquiry form to a specific provider it will then require a response that will be followed up by Peer Review.

**Public Health** – No Report

**LCFR** –

EMT-I (daytime) class currently has 7 people, and is going well.

EMT- E to I class has 8 people and is also going well.

Preceptor class, AED/combitube Instructor and CPR-Instructor class are being scheduled. No firm dates yet.

Question from floor if the first responder students must take an AED class before being released to run in Loudoun County. This is correct. Any Loudoun endorsed AED instructor may teach this class. But a class will be held after the June test date.

**LCEMSC Minutes**  
**April 15, 2003**  
**Page 5**

HIPAA implementation- A power point with a quiz is being developed to be placed on the Intranet. Providers will be required to read the PowerPoint, download the quiz and send in a completed quiz to the privacy officer (Battalion Chief Linda Hale).

All work sheets used prior to filling out a PPCR on a call should be shredded or they will become part of the legal document. They cannot be merely placed in a trashcan.

SARS- the County is exploring the option of buying N95 fit testing equipment, based on the recommendation of the infectious control officer, Health Department and CDC.

EMS Week is 5/18-5/24.

There has been a complaint from a resident on Memorial Drive regarding ambulance traffic using their lights and sirens when responding to Cornwall. Please be aware of the residents and if the patient's status does not warrant lights and siren, don't use them.

**Fire- Rescue Commission** – Kelly reported the April commission meeting has been cancelled.

**Public Education** – Barbara Murphy, Chair of the Public Education Committee was not present for a report. A letter sent from the committee for the operation safe a life program was distributed.

**LCSO** – No Report

**Old Business**

None

**New Business**

Executive board minutes were passed around.

In light of certain members jumping from one station to another, Chairman Kelly warned stations that they do not have to disclose why a member was not allowed to join a station. But once the person is a member, then must disclose to them why they are being terminated. So it is easier to do your homework in advance.

Quote for LP 300 replacement with LP 500. \$2595 (LP 500 unit) + \$121 (extension cable) = \$3016 (cost to replace LP 300 w/ LP 500). This includes the soft case. Quote must be acted on by 5/30/03. The EMS council will replace all that the funds will allow this year, and finish next year (July 2003).

Motion made to approve proposed budget. Passed unanimously.

**LCEMSC Minutes**

**April 15, 2003**

**Page 6**

Chairman Kelly discussed one agency license, which would be held by the EMS Council. Agencies will still be required to manage their own training records and maintenance records. State Rep. Ken Pullen will be inquired for what issues may be encountered and on the lettering on units according to the rules and regs. It is not the wish of the Council to re-letter units. Want to continue with units marked with their appropriate agencies in their communities.

Motion made from Allie Love for a new Dell computer for the EMS Council. Quote for \$2,216 + memory upgrade. Motion made for \$2,500. Motion passed unanimously.

There being no further business, a motion was made and seconded that the meeting be adjourned and it passed unanimously.

The meeting was adjourned at 2120 hours.

**The next meeting is scheduled for May 20, 2003, at 1930 hours in the Classroom at the Cornwall Street Campus of Loudoun Hospital Center.**